

Dustin Carstens

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Professional Portfolio: <https://dustincarstens.com>

EDUCATION

University of Missouri – Kansas City, Henry W Bloch School of Management

Kansas City, MO

Master of Business Administration GPA: 3.975

May 2025

Certificate Business Analytics GPA: 4.0

Doane University – August 2017 – May 2020

Crete, NE

☐ Major – Business Administration and Management

☐ GPA – 3.55

Baker University – August 2016 – May 2017

Baldwin City, KS

☐ Major – Business Administration and Management

☐ GPA – 3.33

RELATED EXPERIENCE

Pfizer (Pharmaceuticals)

Groton, CT

Information Management – Randomization Associate

February 2022 – Present

- Responsible for generating, maintaining, and releasing randomization schedules for Pfizer's clinical trials. This highly regulated environment is monitored with high scrutiny.
- Handle highly confidential company data related to the randomization schedule and study protocol.
- Work with the Leadership team to communicate priority studies to randomization team.
- Work cross-functionally with support and statisticians to promptly generate randomization schedules, emphasizing quality.
- File, maintain, and update confidential and important documentation in the company's cloud, keeping all documents within regulation for potential clinical trial audits.
- Privileged Hidden Administrator for Pfizer's proprietary stats solution tool.
- Actively participated in developing a new randomization tool in partnership with an external consulting team. Participated in agile sprint feedback sessions, and randomization algorithm discussions to aid in stakeholder satisfaction and obtain quality end-user results.
- Performed positive/negative U.A.T Testing for various user end roles to ensure quality and usability consistent with user story definitions for our proprietary randomization software.

ADP (Human Capital Management Software)

Kansas City, MO

Associate District Manager (November 2021 – February 2022)

B2B outside sales representative with the role to provide small business owners with full-service human resources, payroll, and retirement solutions.

- Managed the full sales cycle, including pre-call planning, prospecting, setting appointments, closing business, and submitting signed orders.
- Cultivated strong relationships with accounting professionals and financial groups
- Helped small and mid-market businesses to maximize cash flow, minimize risk, and reduce gross labor costs.

Cornerstone Staffing (Contractor)

Omaha, NE

EDM Specialist for Kiewit (Contract: October 2020 – December 2020)

- Transitioned pre-existing company data to a new data CRM Software
- Utilized SAP/ERP to extend purchasing codes to vendors.

Doane University (Education)
Crete, NE

Cannabis Marketing Intern (August 2019 – May 2020)

- Developed a pipeline to target other academics and professionals looking to grow the Cannabis Curriculum program and create synergistic partnerships.
- Developed marketing collateral to market the Cannabis Curriculum program at Doane.
- Performed cold outreach email campaigns to garner interest.

Doane University (Education)
Crete, NE

Human Resources Intern (November 2017 – May 2018)

- Performed Salary Benchmarking research for competitive compensation offering
- Set up and managed the school's career fair.
- Updated employee payroll
- Created collateral for the school's employee recognition events.

OPIE Software (Healthcare Software)

Gainesville, FL

Business Development Intern (June 2019 – August 2019)

- Executed billing audits.
- Assisted in event marketing turnout.
- Performed warm dials for consumer feedback on their inventory management solution
- Performed market research to update the company's NetSuite.
- Learned the company's internal proprietary software to assist in asset internal movement.

Viracor-Eurofins (Bio-Pharmaceutical)

Lee's Summit, MO

Marketing Intern (June 2017 – August 2017)

- Performed market research utilizing descriptive statistics methodology to compile quantitative data into a format for integration into salesforce.
- Analyzed and compiled raw data to identify areas of opportunity for the sales team.
- Presented completed research findings to sales and executive leadership over sales opportunities and growth areas for specific territories.

Involvement

- ☐ 2023 – 2024 Student Academic Advisory Council Member
- ☐ 2023 – 2024 UMKC Marketing Advisory Student Council Member
- ☐ Doane Wrestling Team (2017 - 2020) – Ranked 20th in the NAIA and number 1 in my conference senior year.
- ☐ Baker Wrestling Team (2016 - 2017) – During this time, I learned how to acclimate to a completely new environment and gained meaningful experience that equipped me for success in the future at Doane University.